

## PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: September 16, 2025

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Cindy Wright, Eric Johnson, Kurt Zehnder, Robert Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Fillmore County Journal Reporter Charlene Selbee, Board Clerk/EDA Director/CEDA Allison Wagner, Human Resource Officer Brent Parker, Public Health and Human Services Director John Pugleasa, Environmental Services Director Amelia Meiners, Engineer Brian Pogodzinski, Public Health Supervisor Jordan Knoke, Interim Attorney Suzanne Bublitz, Assistant County Surveyor Tammy Mauss, Sheriff Brian Swedberg, IT Director Andrew Milde, SMIF Philanthropy Director Aaron Johnson, Steve Hartwick, Donna Buckbee, Arlin Peterson and Chase Johnson

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Prior to any motions being made Commissioner Schuldt asked that Action Item No. 6 be discussed last under action items. Motion was made by Commissioner Schuldt, seconded by Commissioner Zehnder, motion unanimously carried to approve the agenda with the change.

Motion was made by Commissioner Myhre, seconded by Commissioner Zehnder, motion carried unanimously to approve the meeting minutes from September 2, 2025.

Motion was made by Commissioner Zehnder, seconded by Commissioner Wright, motion carried unanimously to approve the Workgroup Session minutes from September 9, 2025.

Public Comment:

Arlin Peterson from Houston said he worked for Edina Realty, and he said the County had rules and regulations that made it difficult for some to purchase land in Houston County. He said he had some concerns and questions about the current rules.

Steve Hartwick from Money Creek Township asked the Commissioners about the closed session listed on the agenda for the board meeting. He asked if it would be documented who attended the closed session and if notes would be taken.

## APPOINTMENTS

Southern Minnesota Initiative Foundation (SMIF), Philanthropy Director Aaron Johnson, gave a SMIF update to the board. SMIF was a regional development and philanthropic organization that fostered economic and community vitality in southern Minnesota through a culture of collaboration and partnerships. They served 20 counties which included 175 communities and one Native nation. SMIF focused on three areas including early childhood, entrepreneurs, and community vitality. In Houston County 11 loans to support entrepreneurs, 171 grants to support community projects, and \$2.6 million had been invested through grants, loans, and programing by SMIF over the years. The Commissioners thanked Johnson for SMIF's work and the presentation.

Commissioner Myhre moved, Commissioner Schuldt seconded, motion unanimously carried to open a public hearing, pursuant to Minn. Stat. 13D.05, Subd. 1(d) attorney-client privilege, to seek legal advice on an application regarding the approval or denial process of recommendations issued by the Planning Commission. The Commissioners, Environmental Services Director Meiners, Interim Attorney Bublitz, and Interim Administrator Lapham attended the closed session.

At 12:20 p.m. Commissioner Schuldt moved, Commissioner Myhre seconded, motion unanimously carried to return to regular session. Interim Attorney Bublitz gave a summary of the closed session. They had discussed an application regarding the approval or denial process of recommendations issued by the Planning Commission and discussed an office of cannabis management statute.

## CONSENT AGENDA

Commissioner Wright moved, Commissioner Zehnder seconded, motion unanimously carried to approve the consent agenda. Approved items are below.

- 1) Change the classification status of Mark Bennett from Certified MN Assessor, B23 step 4, to Certified MN Assessor – Income Qualified, B24 step 4, retroactive to July 28, 2025.

## ACTION ITEMS

File No. 1 – Commissioner Zehnder moved, Commissioner Myhre seconded, motion unanimously carried to approve the contract with Eagleview to purchase aerial imagery to be flown in 2026 and authorize signatures.

File No. 2 – Commissioner Wright moved, Commissioner Zehnder seconded, motion unanimously carried to approve an Interim Use Permit for Chase Johnson to operate a cannabis microbusiness in the Agricultural Protection District in Sheldon Township with the condition that the operation would meet State requirements. The Planning Commission had recommended the

IUP be approved, and had recommended a condition that an 8 foot fence surround the operation. The Commissioners discussed the matter and agreed that fencing should be looked at on a case by case basis. The State was currently requiring a 6 foot fence. The Commissions agreed that in this case due to the location of the property the State requirement of a 6 foot fence would be appropriate.

File No. 3 – Commissioner Myhre moved, Commissioner Zehnder seconded, motion unanimously carried to approve signing the State Aeronautics Maintenance and Operations (M&O) Grant for airport maintenance reimbursement and approving Resolution No. 25-31. (This was a 2 - year grant beginning July 1, 2025 until June 30, 2027. The grant provided for a 75% match of \$24,662.12 for eligible expenses.) Resolution is below.

**RESOLUTION NO. 25-31  
RESOLUTION APPROVING AIRPORT MAINTENANCE AND OPERATIONS GRANT  
AGREEMENT WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION**

It is resolved by the COUNTY OF HOUSTON COUNTY as follows:  
[GRANTEE NAME]

- That it has applied for and been awarded an Airport Maintenance and Operations Grant Agreement by the Minnesota Department of Transportation, Agreement Number 1060399 (“Agreement”);
- That it hereby agrees to the terms and conditions of the Grant Agreement; and
- That the proper signing officers are hereby authorized to execute the above-referenced Grant Agreement and any amendments thereto on behalf of the COUNTY OF HOUSTON.

[CITY/COUNTY/TOWNSHIP]

Adopted by the County Of Houston on this 16th day of September, 2025.  
[GRANTEE NAME]

File No. 4 – Commissioner Zehnder moved, Commissioner Myhre seconded, motion unanimously carried to adopt Resolution No. 25-32 Final Acceptance for CP 2025-01, Contract #339 with Bruening Rock Products Inc, Inc for Aggregate Stockpiled (Delivered) Maintenance Rock. The total cost was \$396,976.65.

**RESOLUTION NO. 25-32  
FINAL ACCEPTANCE FOR CP 2025-01 AGGREGATE STOCKPILED (DELIVERED)  
MAINTENANCE ROCK  
CONTRACT # 339**

**BRUENING ROCK PRODUCTS, INC**

**SEPTEMBER 16, 2025**

WHEREAS, Contract No. 339 has in all things been completed, and the County Board being fully advised in the premises,

NOW, THEN BE IT RESOLVED, That we do hereby accept said completed project for and in behalf of the County of Houston and authorize final payment as specified herein.

File No. 5 – Commissioner Zehnder moved, Commissioner Wright seconded, motion unanimously carried to approve a 2024 property tax abatement of \$3,558 for Leonard Wieser.

File No. 6 – The Commissioners discussed with Human Resource Officer Parker, Public Health Supervisor Knoke, and Public Health and Human Services Director Pugleasa, initiating a competitive search for a 1 FTE Public Health and Human Services Department Social Worker as a part of a position justification process. After much discussion it was the general consensus of the Commissioners to table the matter so more information on the position need could be gathered. Commissioner Wright said the idea behind position justifications was to give the Commissioners more data so they could have objective decision making. Commissioner Schuldt said just because the County had always done something one way, didn't mean that the County needed to continue doing something that way. Staff were asked to look at alternative ways of structuring the department and position so that all options could be considered.

File No. 7 – Commissioner Zehnder moved, Commissioner Wright seconded, motion unanimously carried to approve a \$10,000 EDA loan for a Caledonia Bakery expansion project. The rate would be 3.5% for a ten year term. The project would retain jobs.

File No. 8 – Commissioner Wright moved, Commissioner Myhre seconded, motion unanimously carried to review and approve payments. Payments are below.

**REQUEST APPROVAL FOR PAYMENT**

**2025/09/16 COMMISSIONER'S WARRANTS:**

<b>VENDOR NAME</b>	<b>AMOUNT</b>
ACEN TEK	4,489.58
ADVANCED CORRECTIONAL HEALTHCARE	7,726.02
BOLTON & MENK INC	24,270.00
BRUENING ROCK PRODUCTS INC	19,848.83
CALEDONIA/CITY OF	20,692.76
CEDA	7,285.33
DUNN BLACKTOP COMPANY	1,277,781.28
ENTERPRISE FM	11,733.65
H & R ENTERPRISES LLC	4,319.00
HOUSTON COUNTY TREASURER	46,131.09
MEYERS LAWN SERVICE	2,060.00
MILESTONE MATERIALS	7,421.54
MINNESOTA ENERGY RESOURCES	2,632.28
MINNOWA CONSTRUCTION INC	395,267.76
MN STATE TREASURER	4,519.00
RCT SEWER & VAC LLC	2,225.00
RICHARD'S SANITATION LLC	22,056.32
SUMMIT FIRE PROTECTION	4,196.00
VISA	12,107.17
WEX BANK	7,230.18
	<u>1,883,992.79</u>
49 VENDORS PAID LESS THAN \$2000.00	21,070.27
	<u>1,905,063.06</u>
PUBLIC HEALTH & HUMAN SERVICES	374,162.12
	<u>2,279,225.18</u>

File No. 9 – The Commissioners discussed the 2025 budget with Interim Administrator Lapham. The Commissioners reviewed 2025 department budgets with I.T. and the Sheriff's Office.

**DISCUSSION ITEMS**

The Commissioners discussed recent and upcoming meetings including a Region 9 and Parks Committee meeting.

**Closing Public Comment:**

Steve Hartwick from Money Creek Township said barbed wire could be added to fences around cannabis operations. He said he had some concerns around a County Highway 16 locate, and a business operation related to planning and zoning. He said three of the Planning Commission members were from Yucatan Township and expressed concerns about the County not having more representation from other areas of the County.

There being no further business, a motion was made by Commissioner Myhre, seconded by Commissioner Zehnder, motion unanimously carried to adjourn the meeting at 12:33 p.m. The next meeting would be a regular meeting on September 23, 2025.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: \_\_\_\_\_  
Eric Johnson, Chairperson

Attest: \_\_\_\_\_  
Carol Lapham, Interim Administrator

# **Southern Minnesota Regional Medical Examiner's Office**

## **2024 Houston, MN Report**





**Southern Minnesota  
Regional Medical  
Examiner's Office  
(SMRMEO)**

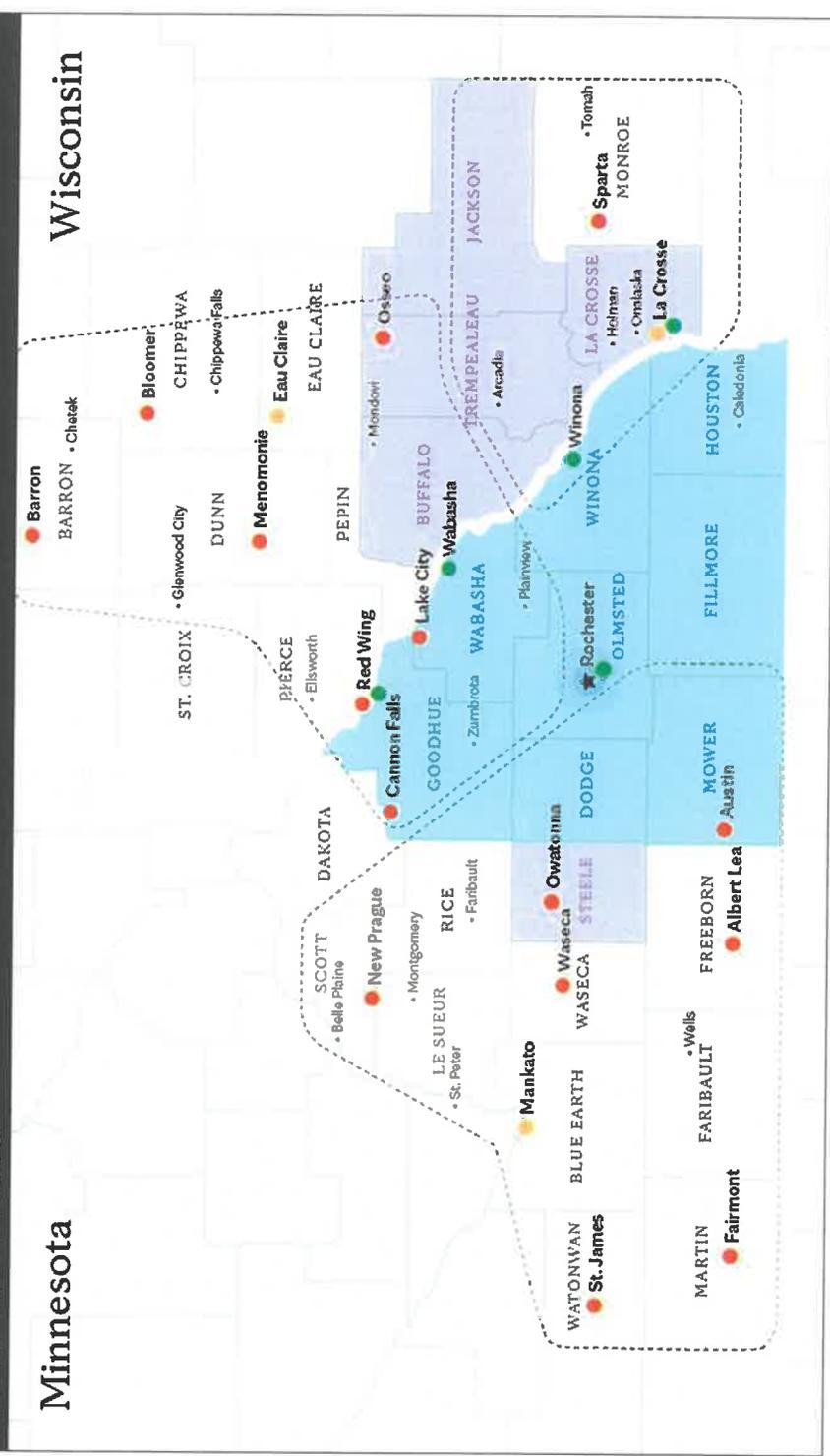
- ★ Medical Examiner's office
- Primary Mayo Clinic Health System site
- Secondary Mayo Clinic Health System site
- Hospital without Mayo Clinic affiliation
- SMRMEO counties
- Consult counties

[mayoclinic.org/medical-examiners-office/](http://mayoclinic.org/medical-examiners-office/)



# Jurisdictional Area

MEDICAL EXAMINER'S SERVICE AREA





**Central Office Medicolegal Death Investigations  
Olmsted County On-Call Investigator**



**Dr. R. Ross Reichard**  
Chief Medical Examiner



**Dr. Reade A. Quinton**  
Assistant Chief Medical Examiner



**Dr. Ross E. Zumwalt**  
Assistant Chief Medical Examiner



**Dr. Andrew J. Layman**  
Assistant Chief Medical Examiner



**Monica Kendall, PA(ASCP), F-ABMDI**  
Supervisor, Medicolegal Death Investigators  
Kendall.monica@mayo.edu



**Courtney Hyland, PA(ASCP), F-ABMDI**  
Assistant Supervisor, Medicolegal Death Investigators  
Hyland.courtney@mayo.edu



**Erica Reed, PA(ASCP), D-ABMDI**  
Central Office Medicolegal Death Investigator  
Reed.ericca@mayo.edu



**Alysha Rushton, PA(ASCP), D-ABMDI**  
Central Office Medicolegal Death Investigator  
Rushton.alysa@mayo.edu



**Rachel Larsen, PA(ASCP), D-ABMDI**  
Central Office Medicolegal Death Investigator  
Larsen.rachel@mayo.edu



**Ann Marie Maniley, PA(ASCP)**  
Central Office Medicolegal Death Investigator  
Scazzero.am@mayo.edu

**Houston County Medicolegal Death Investigations  
Houston County LEC Dispatch**



**Mike Poellinger**  
Medicolegal Death Investigator  
Poellinger.mikel@mayo.edu



**Bob Cooper, D-ABMDI**  
Medicolegal Death Investigator  
Cooper.robert@mayo.edu

## **Death Certificate Information**

### **Information included:**

- \* Cause of Death
- \* Manner of Death
- \* Did an autopsy occur?
- \* Pregnancy?
- \* Tobacco use
- \* If Injury - Date, time, location and how occurred?
- \* Injury at work?
- \* If Transportation Injury, type (e.g. driver, passenger, etc....)

### **Used by:**

- \* Family/Relatives
- \* Minnesota Department of Health/CDC-Public Health



## Houston, MN County Medical Examiner Cases

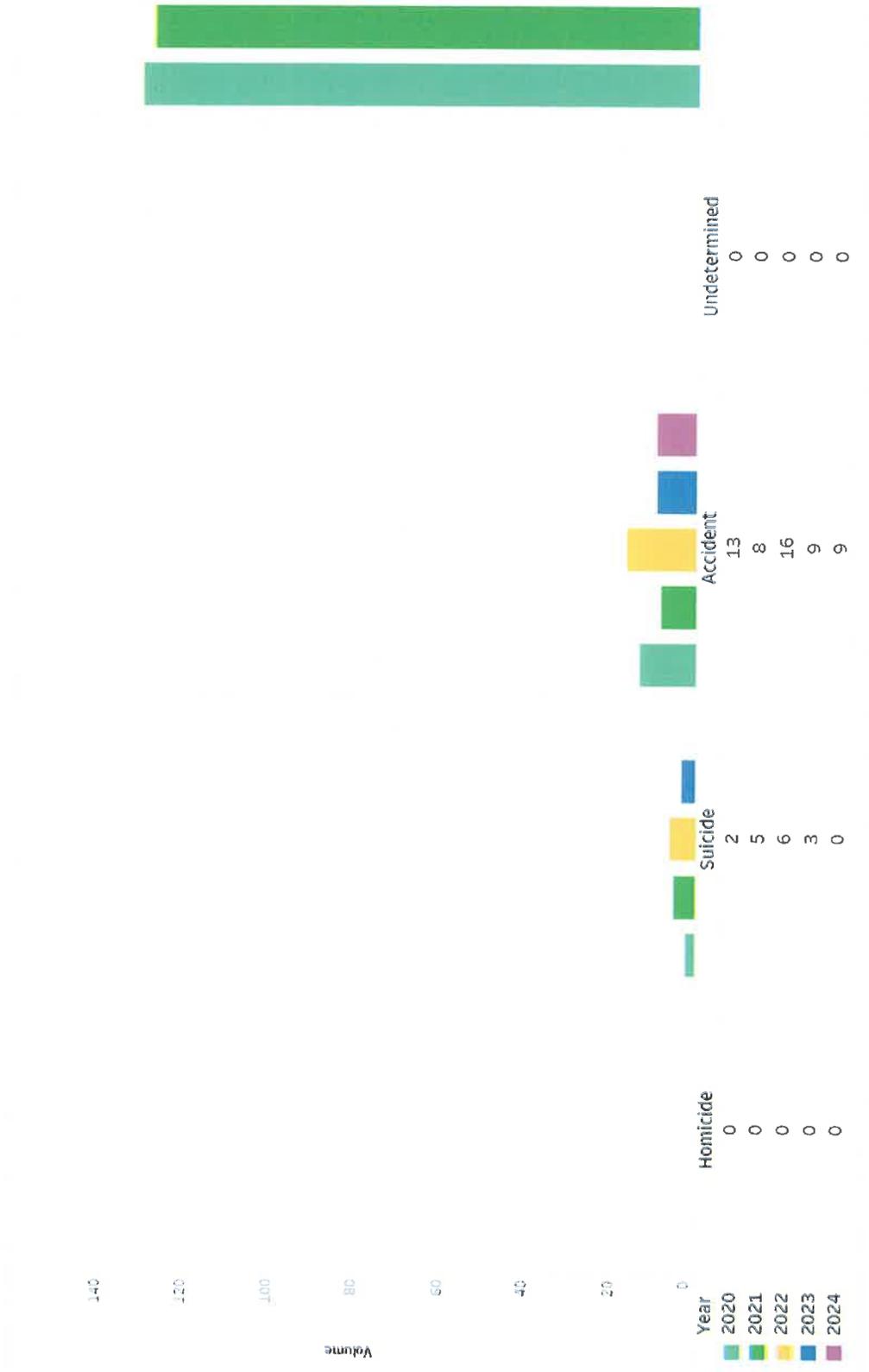
Population	18,292
Total Deaths	144
Cases Reported to Medical Examiner	139
Deaths Certified Autopsy	10
Complete Autopsy	10
External Examination	0
Limited Examination	0
Deaths Certified No Autopsy	9
Deaths Not Certified	120

97% of deaths reported to the Medical Examiner's office



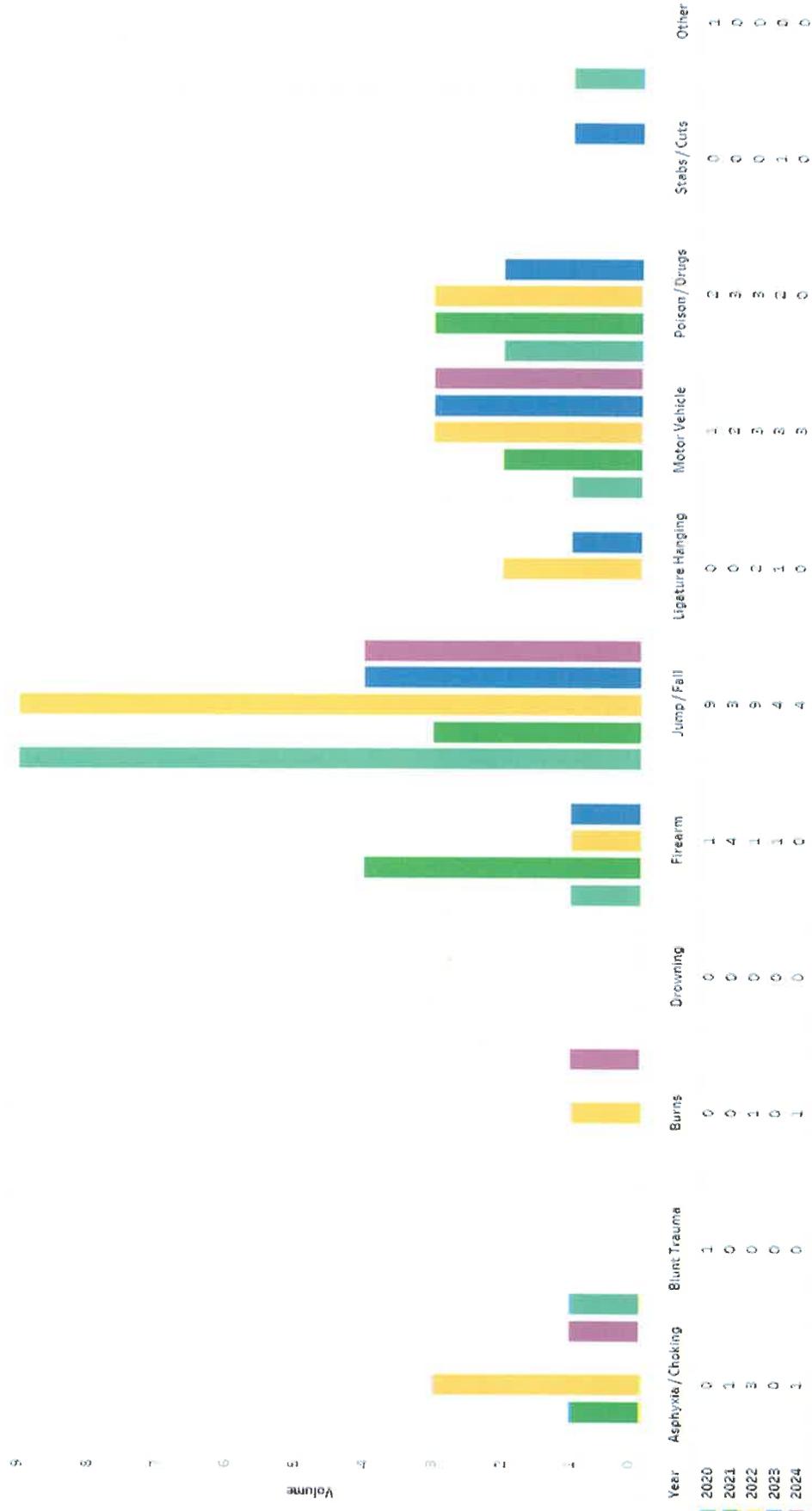
# Manner of Death

Based on County of Death (Houston, MN)



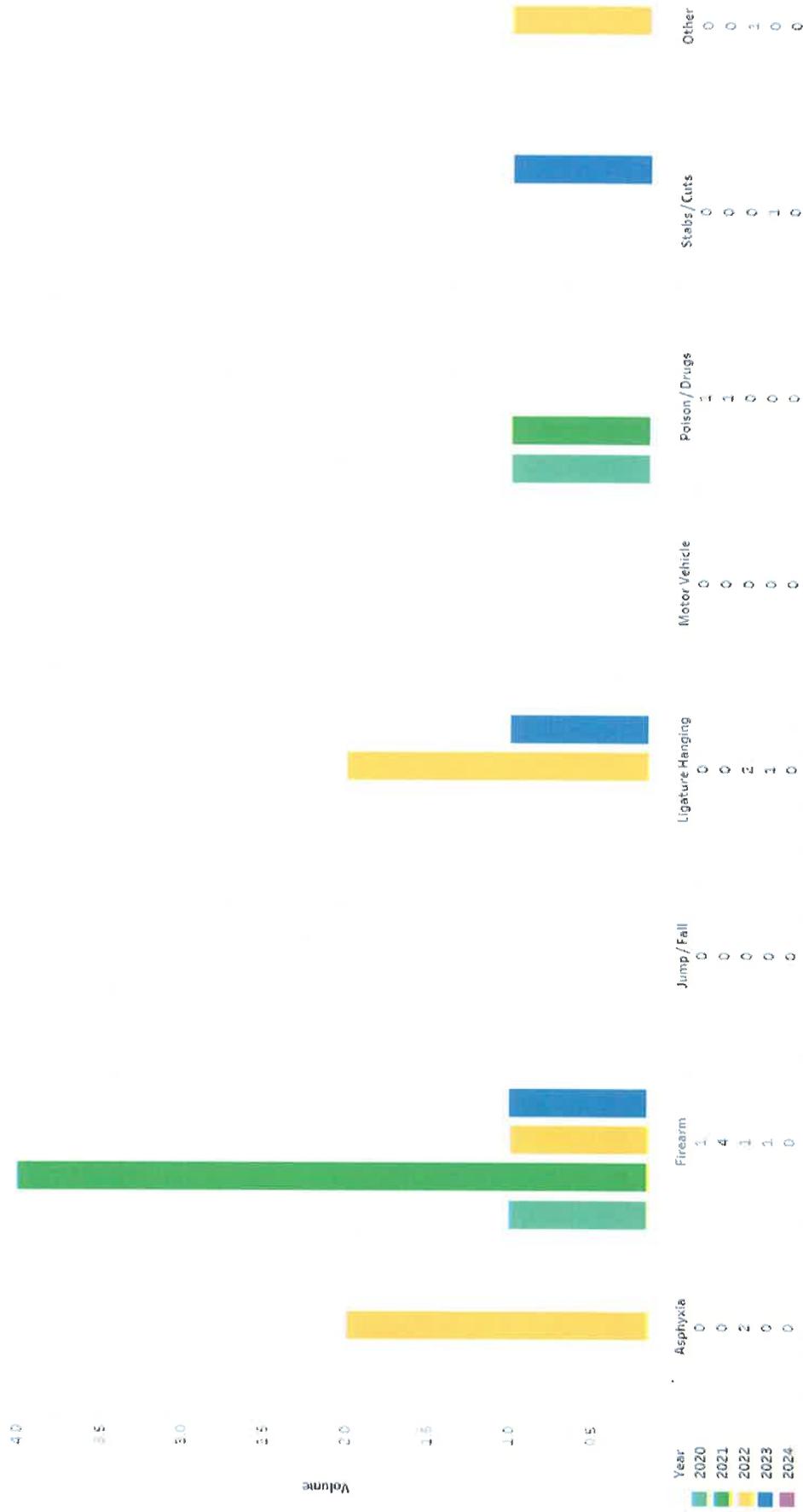
# Deaths by Unnatural Causes

Based on County of Death (Houston, MN)



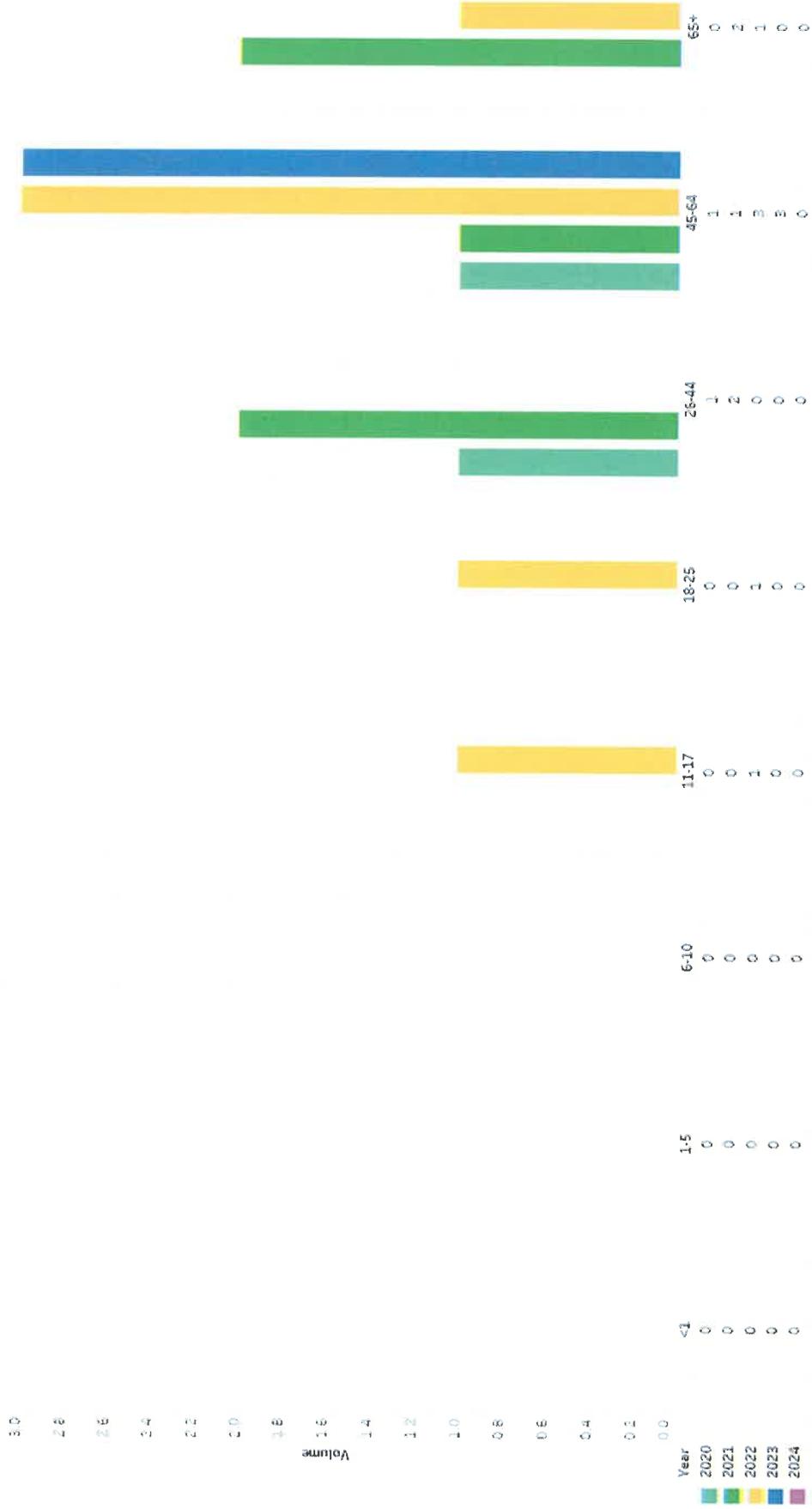
# Suicide by Means

Based on County of Death (Houston, MN)



# Suicide by Age

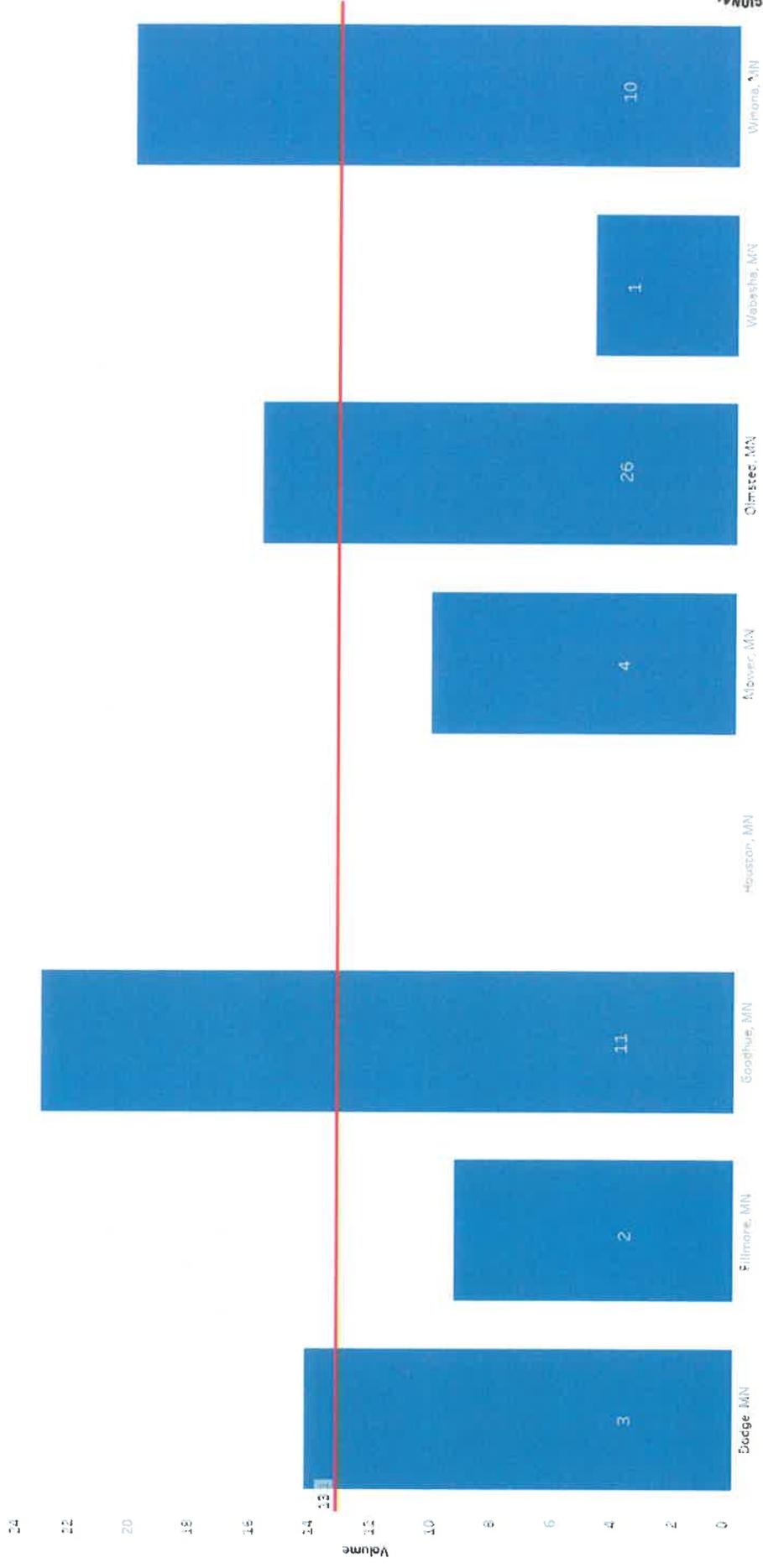
Based on County of Death (Houston, MN)



# Suicide Rate per Capita

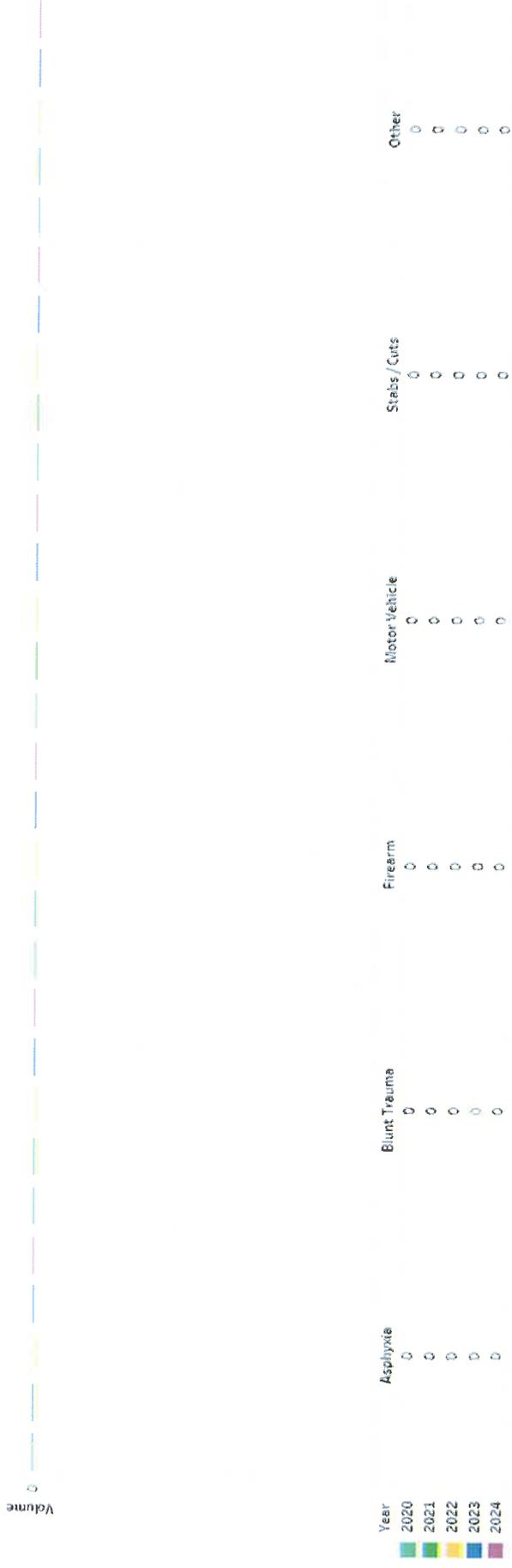
per 100,000 people

Based on county of injury



# Homicide Deaths

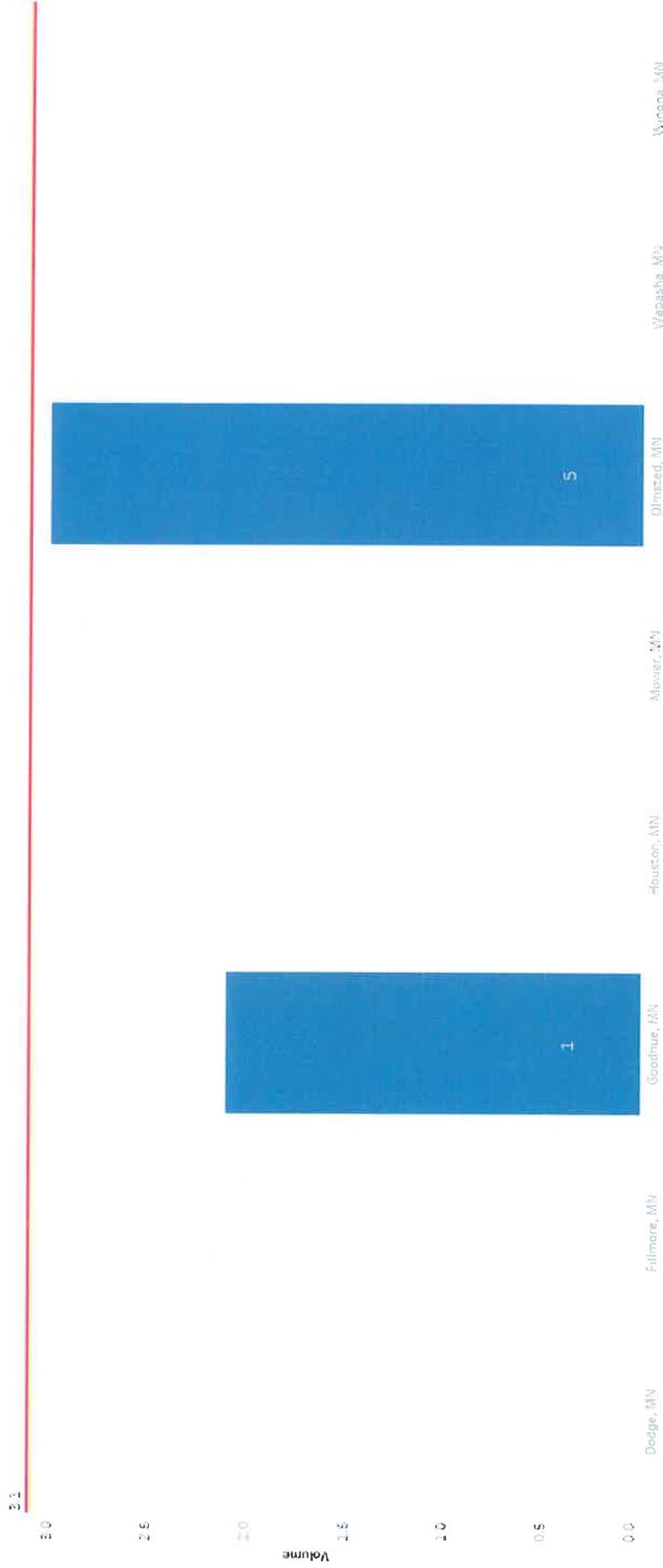
Based on County of Death (Houston, MN)



# Homicide Rate per Capita

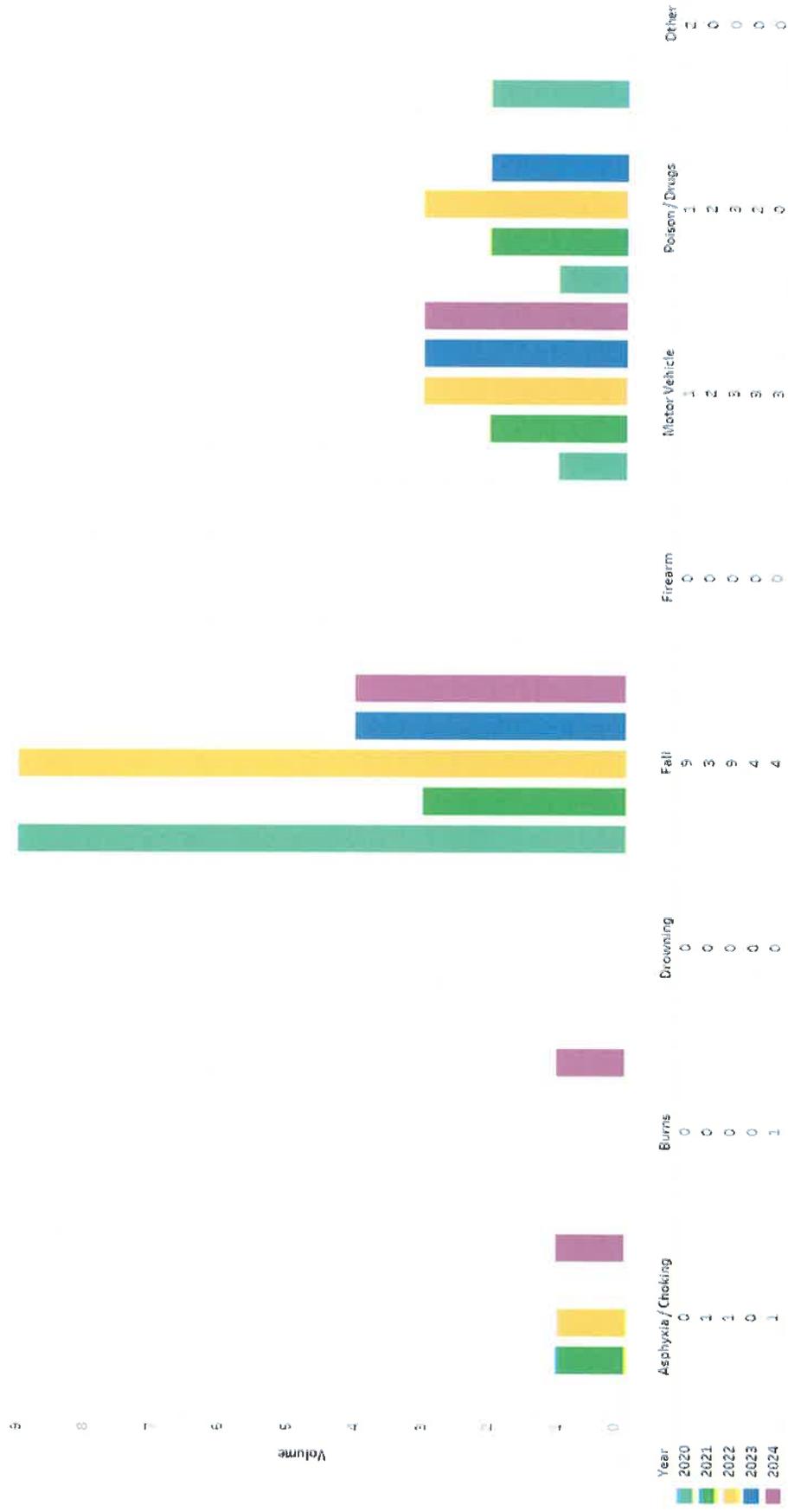
per 100,000 people

Based on county of injury



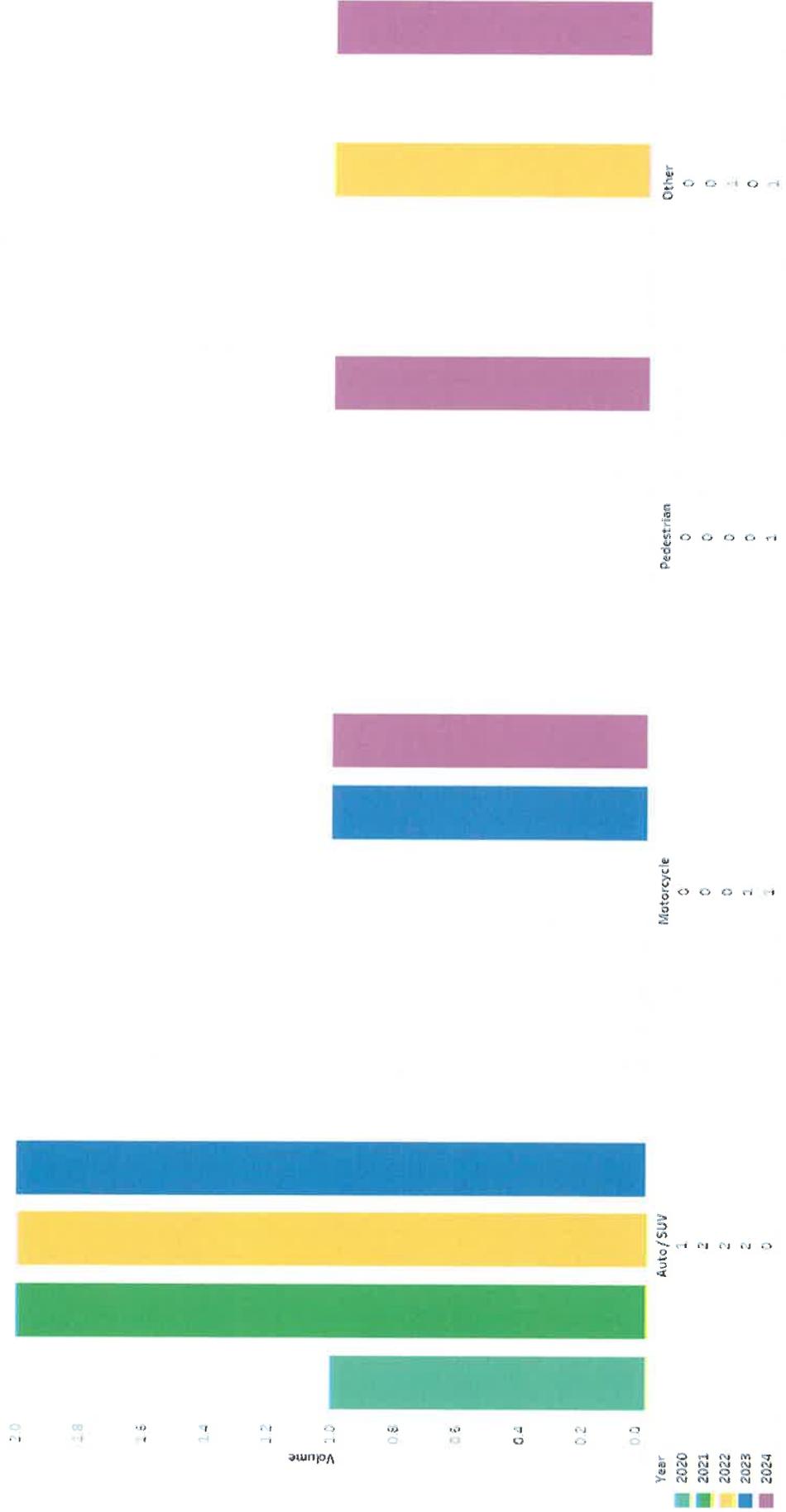
# Accidental Deaths by Type

Based on County of Death (Houston, MN)



# Accidental Deaths - Vehicle Crashes

Based on County of Death (Houston, MN)



# Vehicle Accidents by Year and Number of Fatalities Houston, MN 2020-2024

Based on County of Injury

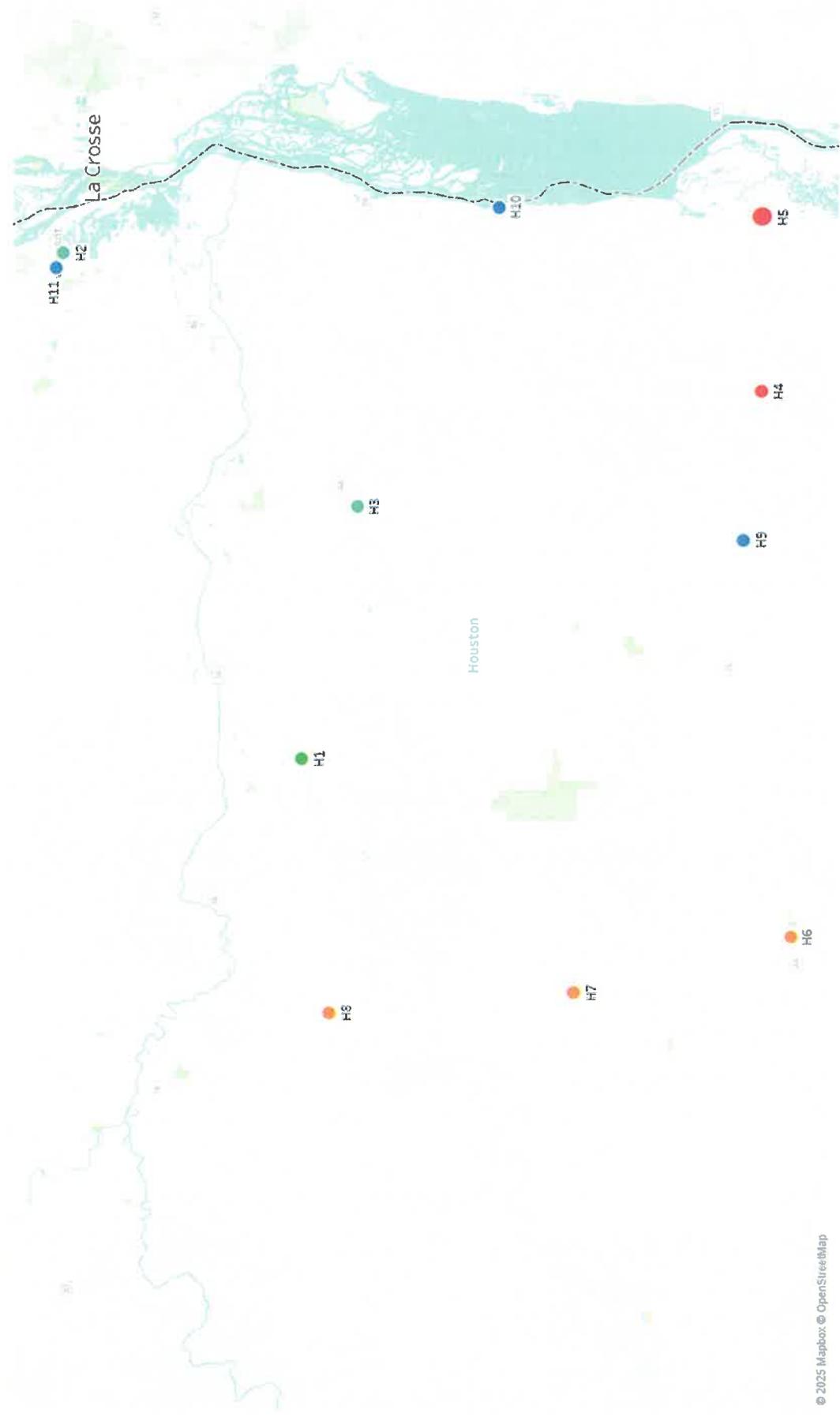
County of Accident  
Houston, MN

Year of Death

- 2024 (Blue)
- 2023 (Orange)
- 2022 (Red)
- 2021 (Green)
- 2020 (Light Green)

# of Fatalities

- 1 (Small Circle)
- 2 (Large Circle)



# Vehicle Accidents by Type of Vehicle and Number of Fatalities Houston, MN 2020-2024

Based on County of Injury

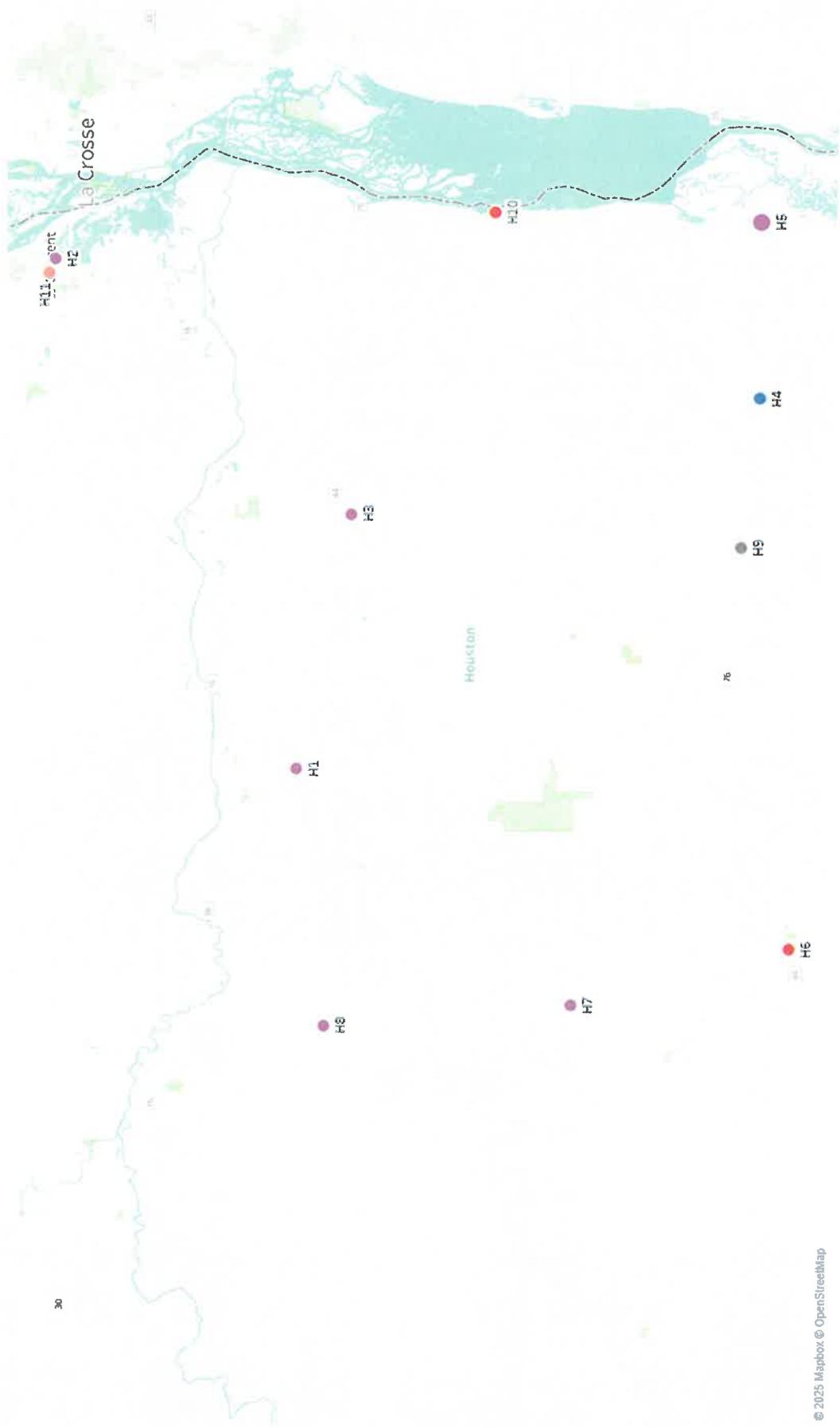
County of Accident  
Houston, MN

Type of Vehicle

- ATV/UTV
- Motorcycle
- Parade vehicle
- Pedestrian vs Tractor
- Vehicle

# of Fatalities

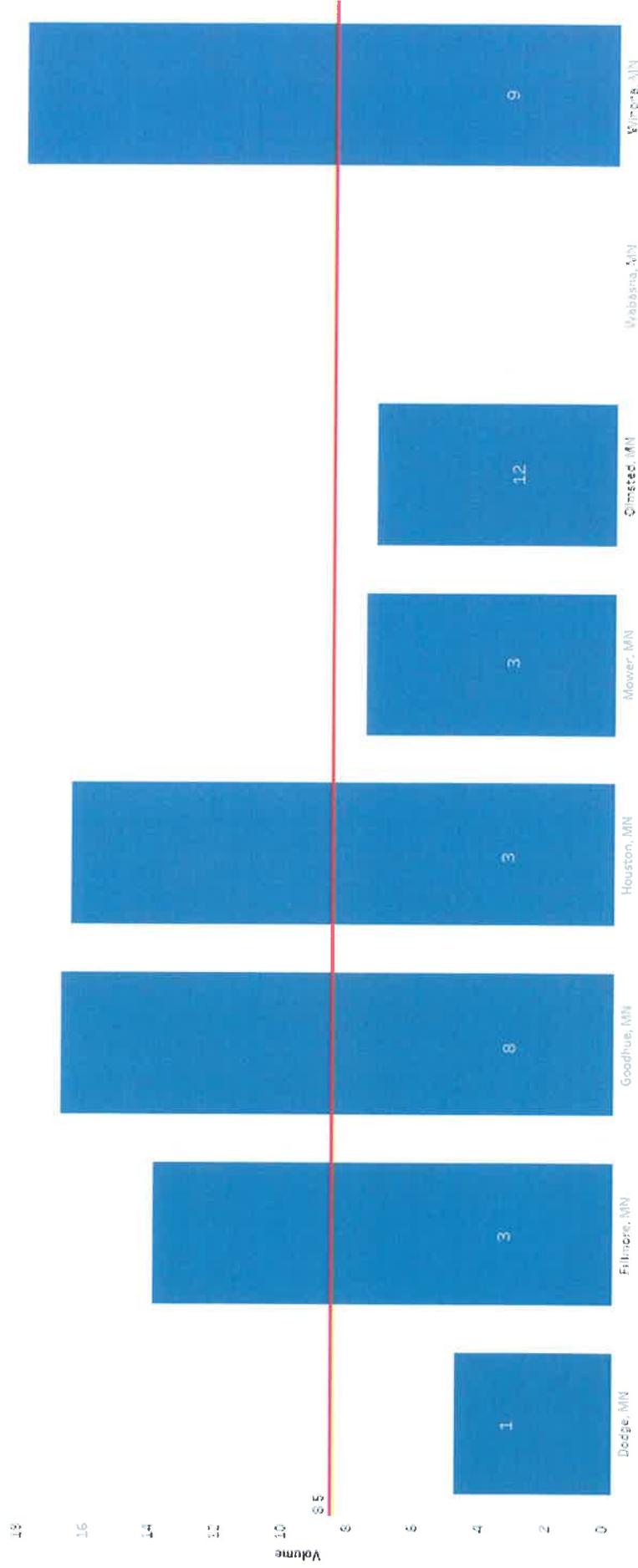
- 1
- 2



# Motor Vehicle Fatality Rate per Capita

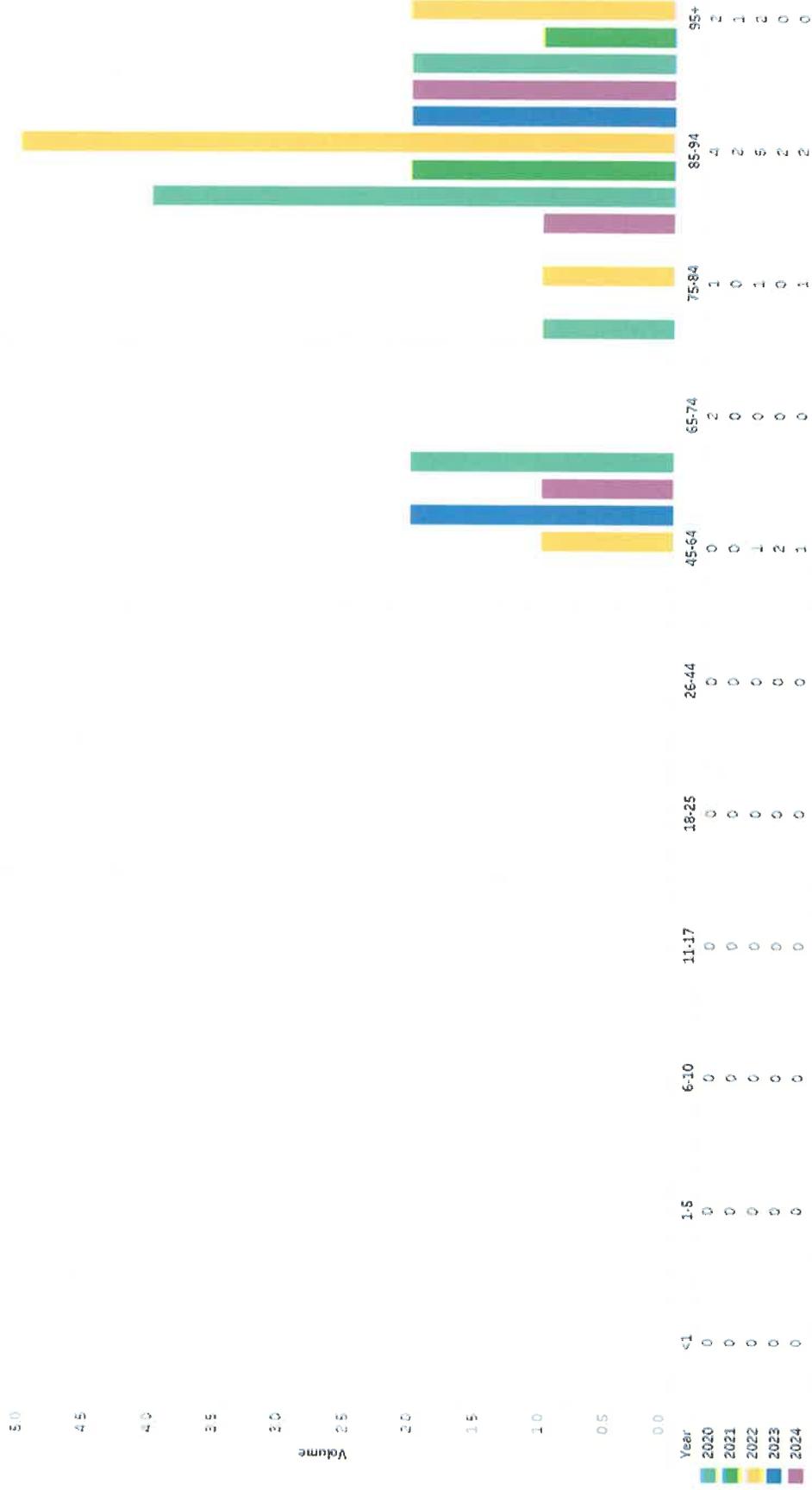
per 100,000 people

Based on county of injury



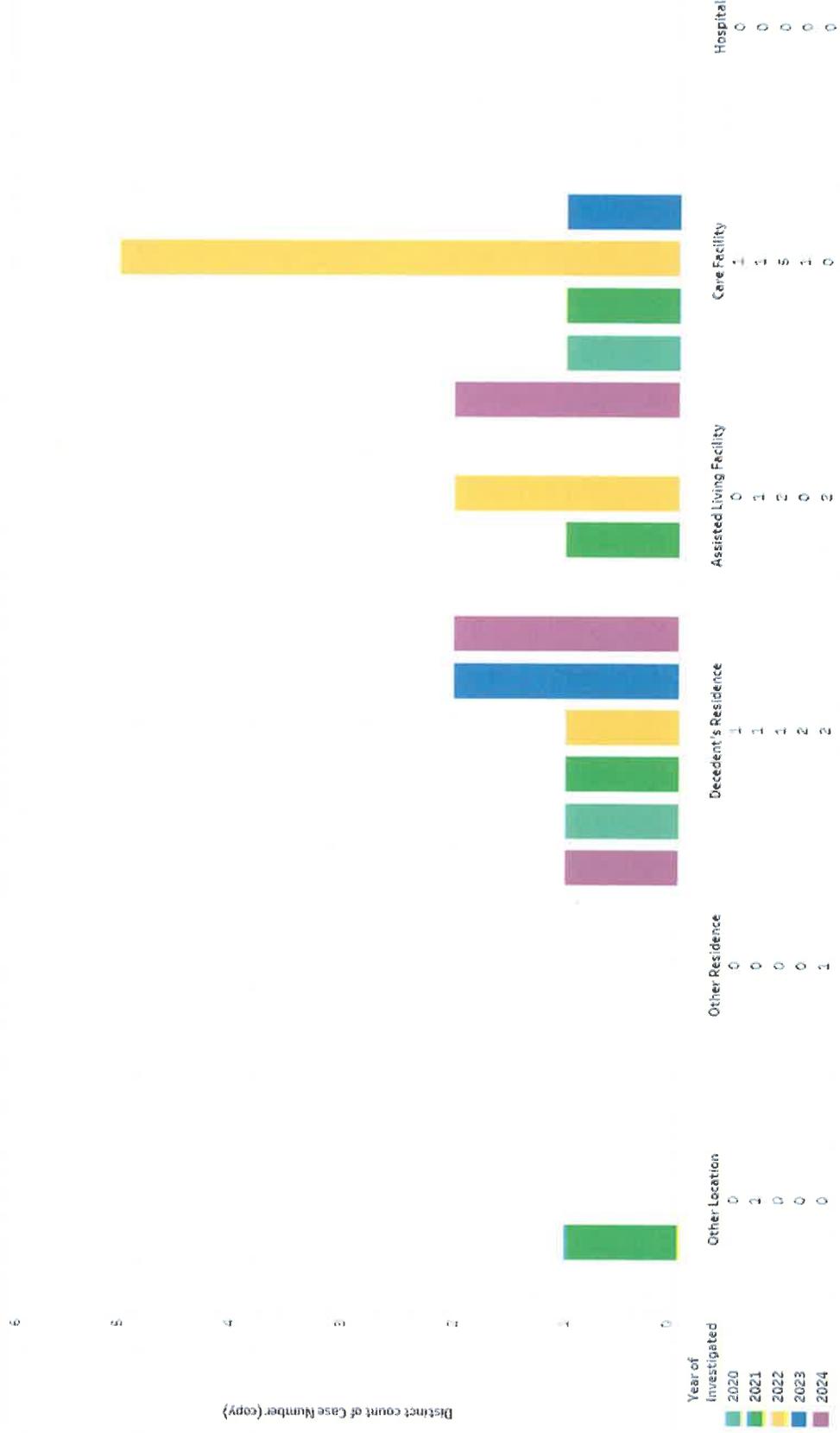
# Accidental Falls by Age Group

Based on County of Death (Houston, MN)



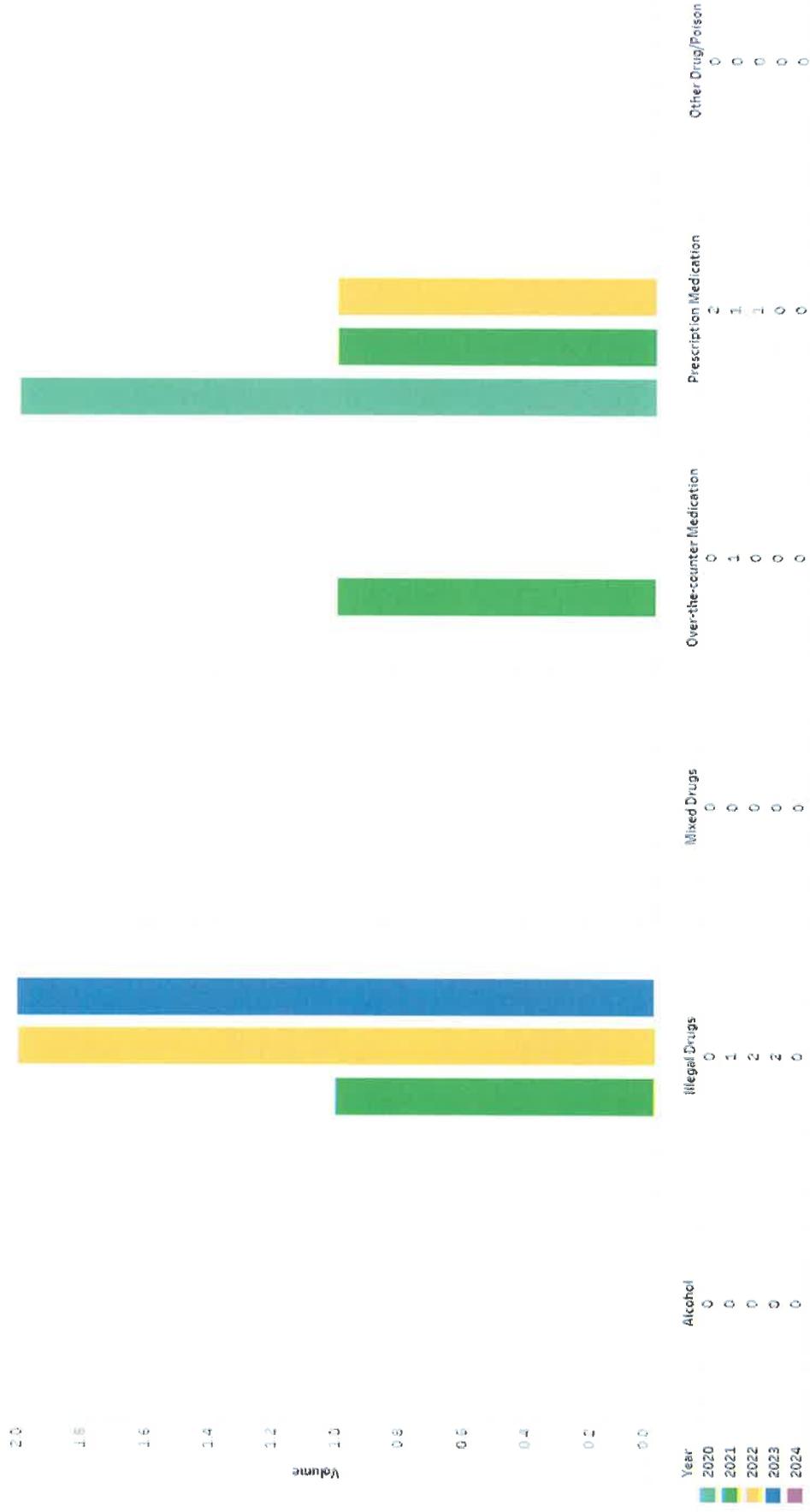
# Accidental Falls by Injury Location

Based on County of Injury (Houston, MN)



# Deaths Related to Poison/Drugs

Based on County of Death (Houston, MN)



# Accidental Drug Deaths by Age

Based on County of Injury (Houston, MN)

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Year of Inve...  
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2022  
2023  
2024

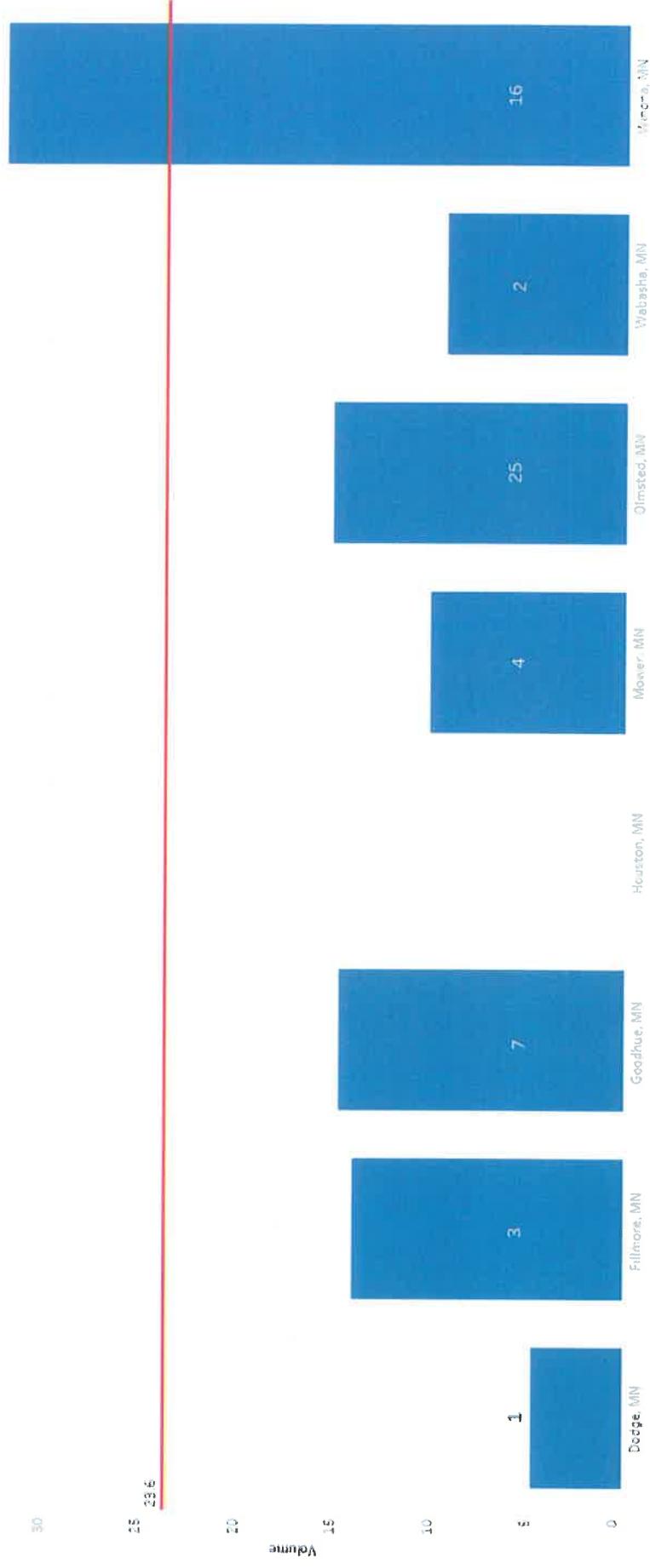
1-5 6-10 11-17 18-25 26-44 45-64 65-74 75-84 85-94 95+

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# Drug Overdose Rate per Capita

per 100,000 people  
Based on county of injury



# Illicit Drugs by Category

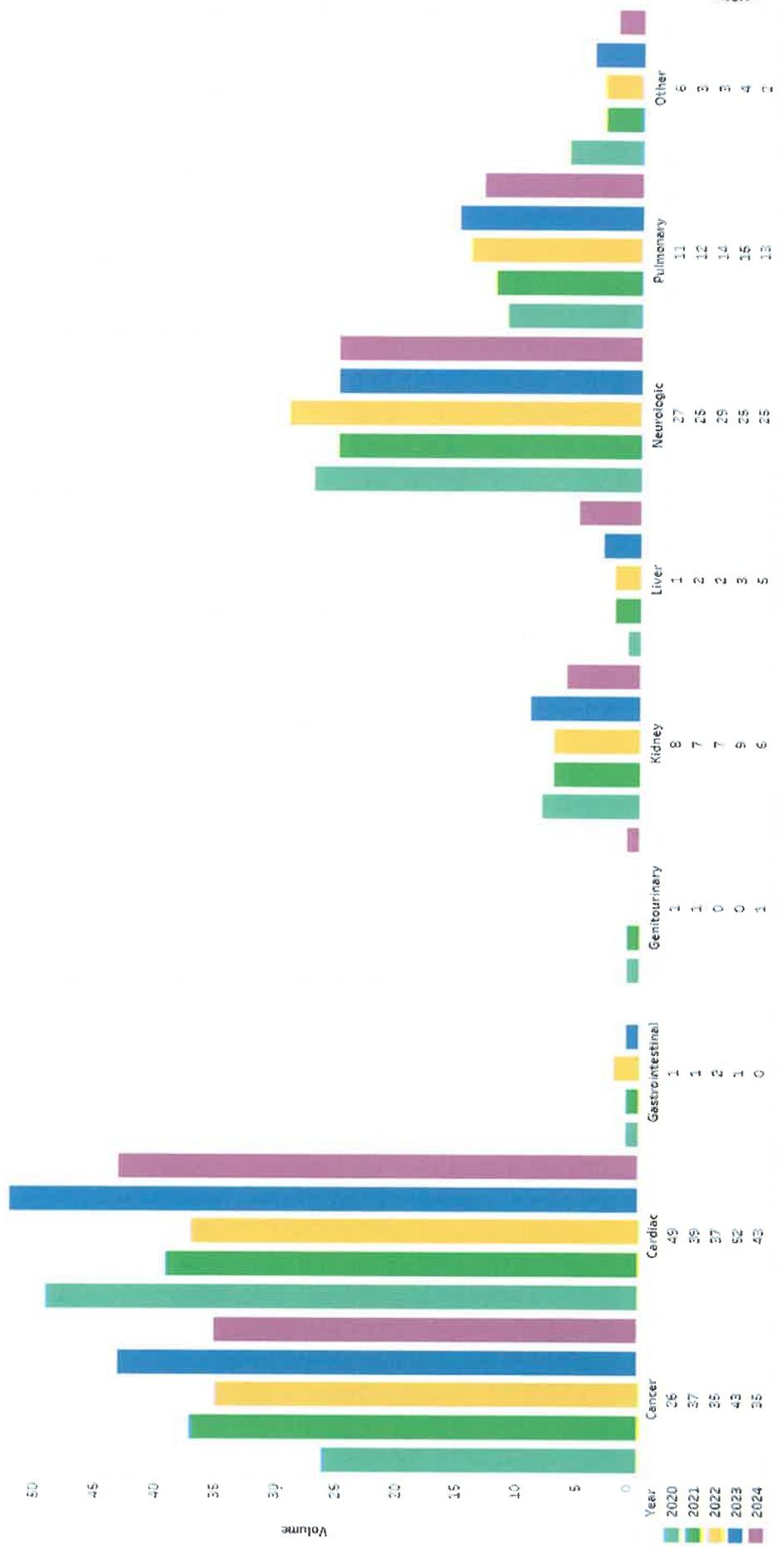
Based on County of Injury (Houston, MN)

Illicit Drug Categories	2020	2021	2022	2023	2024
Cocaine			1		
Cocaine & Meth	1				
Fentanyl			1		
Fentanyl & Multiple Other				1	
Meth				1	
Grand Total	1	1	2	2	2



# Deaths by Natural Causes

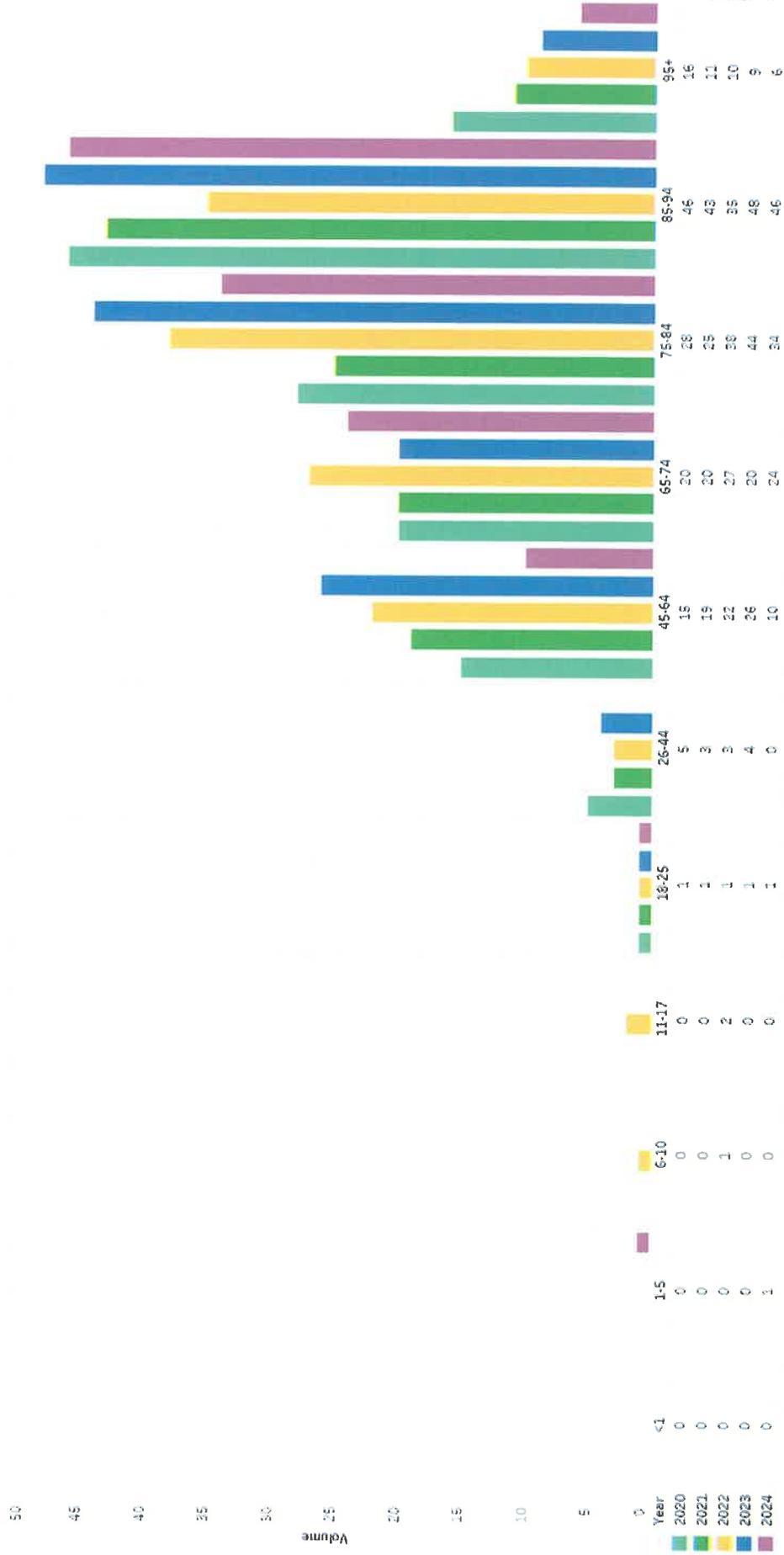
Based on County of Death (Houston, MN)



# Deaths by Age Group

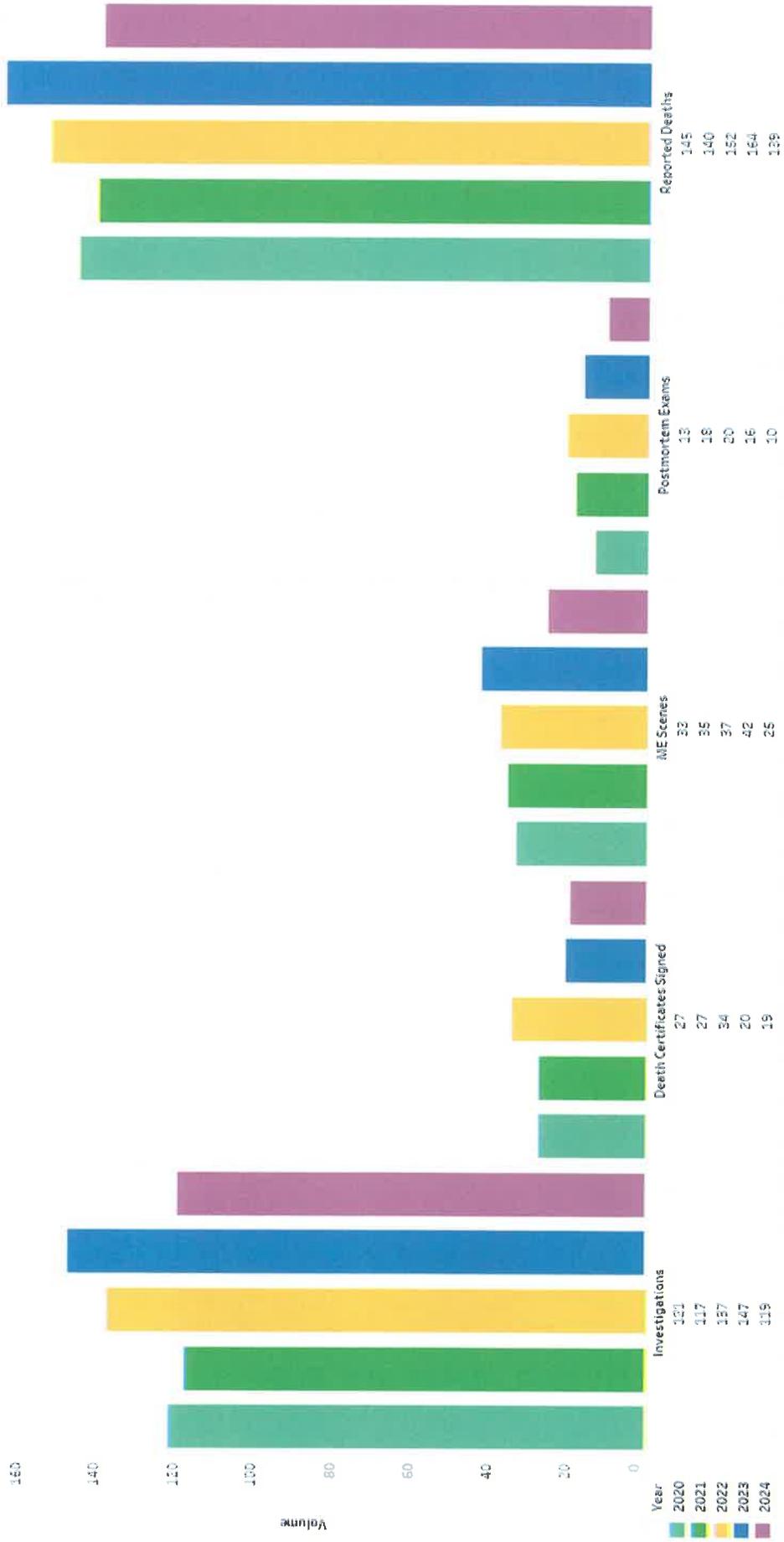
Based on County of Death (Houston, MN)

**NOTE:** Excludes Cremation Approval Only



# Medical Examiner Activities

Based on County of Death (Houston, MN)



**HOUSTON COUNTY  
AGENDA REQUEST FORM  
September 23, 2025**

**Date Submitted: 09/18/2025**

**By: Brent Parker, Human Resources Officer**

**ACTION**

**APPOINTMENT REQUEST**

**HR CONSENT AGENDA REQUEST**

- **Change the employment status of Leigh Goetzinger, Child Support Enforcement Aide, from probationary to regular, effective October 7, 2025.**
- **Update the resignation/retirement date for Carolyn Olson from November 1, 2025 to October 31, 2025**

<b>Reviewed by:</b>	<input type="checkbox"/> HR Director <input type="checkbox"/> Finance Director <input type="checkbox"/> IS Director <input type="checkbox"/> County Attorney <input type="checkbox"/> Environmental Svcs	<input type="checkbox"/> Sheriff <input type="checkbox"/> Engineer <input type="checkbox"/> PHHS <input type="checkbox"/> (indicate other dept) _____
<b>Recommendation:</b>		
<b>Decision:</b>		

**HOUSTON COUNTY  
AGENDA REQUEST FORM  
September 23, 2025**

**Date Submitted: 09.18.25**

**By: Polly Heberlein, Aud/Treas & Amelia Meiners – Environ. Serv. Dir.**

**Action Item:**

Consider approving a Cannabis Retail Registration for Ouidhaus LLC for a Cannabis Retail Site located in La Crescent Township. (pending staff review)

<b>Reviewed by:</b>	<input type="checkbox"/> HR Director	<input checked="" type="checkbox"/> County Sheriff	_____
	<input checked="" type="checkbox"/> Finance Director	<input type="checkbox"/> County Engineer	_____
	<input type="checkbox"/> IS Director	<input type="checkbox"/> Other	_____
	<input checked="" type="checkbox"/> County Attorney	<input checked="" type="checkbox"/> Other (indicate dept)	<u>Auditor/Treasurer</u>
	<input checked="" type="checkbox"/> Environmental Srvc		
<b>Recommendation:</b>			
<b>Decision:</b>			



**Houston County**  
**304 S. Marshall Street, Caledonia MN 55921**  
**Auditor-Treasurer's Office: (507) 725-5815**

**REGISTRATION APPLICATION FOR CANNABIS and HEMP RETAIL BUSINESS**  
**Houston County Ordinance No. 16**

**Applicant Note:**

Print, type, or check all applicable information. Incomplete applications will not be accepted, and penalties may be assessed. The information contained in this application becomes part of Houston County's official records upon receipt by the department and is thereafter accessible to the public.

**MAKE CHECKS PAYABLE TO HOUSTON COUNTY AUDITOR-TREASURER**

**Application Date:** 09/15/2025

**Registration Type**

- Initial registration (New Establishment)
- Renewal Registration - Starting in year 2

**Applicant / Business Information**

Applicant Name: OIDHAUS LLC Property Owner Name: MNRE 1570 61 US-14  
 Applicant Address: 1570 61 US-14 Owner Mailing Address: [REDACTED]  
 (must be physical location) La Crescent MN  
 (if Business or LLC include 55947  
 Registered Agents 1309 19<sup>th</sup> St S Parcel ID: 080134000  
Saint Cloud MN 56301 Jurisdiction: (Township/City) Houston County MN  
 Telephone Number: [REDACTED] Telephone Number: [REDACTED]  
 Email: [REDACTED] Email: [REDACTED]  
 Office of Cannabis Management Number [REDACTED] Minnesota Tax Identification Number: [REDACTED]  
 Office of Cannabis Management License Type: Retail

**Registration/Business Type**

- CANNABIS MICROBUSINESS WITH RETAIL ENDORSEMENT\*
- CANNABIS MEZZOBUSINESS WITH RETAIL ENDORSEMENT\*
- CANNABIS RETAILER \*
- CANNABIS RETAILER: MUNICIPAL CANNABIS STORE
- MEDIAL CANNABIS COMBINATION BUSINESS \*
- LOWER-POTENCY HEMP EDIBLE RETAILER

- Minnesota Statute 342.13 authorizes local government to limit the number of cannabis retail registrations within their jurisdiction. Houston County has limited cannabis retailer registrations to four.

Total Fees Collected (See Houston County's Fee Schedule on County Website) \$ 500.<sup>00</sup>

\*\*\*Please see other side for more information.\*\*\*

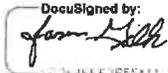
June 2025

Please certify that your business will comply with the following requirements:

[www.co.houston.mn.us](http://www.co.houston.mn.us)

- The proposed retail shop will only operate between the hours of 10:00 a.m. and 9:00 p.m. six days a week (Mon-Sat) and from 12:00 p.m. to 9:00 p.m. on Sundays.
- The proposed retail shop does not physically fall within established buffers from schools, daycares, or parks that include attractions that are regularly used by minors. (see page 6 in Ordinance 16)
- The proposed retail shop will only sell products legally allowed under Minnesota State Statutes as may be amended.
- I hereby certify that taxes, assessments, utility charges, or other financial claims of the county or the state for the property at which the retail cannabis shop is proposed, are current.
- If approved for a local retail registration, I understand that I must renew the local registration on a yearly basis.
- Provide a copy of valid state license or written notice of OCM license pre-approval.
- Provide a site plan showing the building within which the business will be located, available parking, ingress/egress points, etc.

I declare under the penalties of perjury and criminal liability for willfully making a false statement that this application is, to the best of my knowledge and belief, true, correct, and complete.

Signature of owner, partner, or principal officer	Title	Date
	Owner	9/16/2025

**Disclaimer: Due to Houston County's limit on Cannabis Retail License approvals, the collection of the Application Registration fee does not guarantee an approved registration.**



Jason Gildea <jmgildea11@gmail.com>

## Congratulations on selection in lottery for application [REDACTED]

NoReply@accela.com <NoReply@accela.com>  
To: jmgildea11@gmail.com

Mon, Jun 9, 2025 at 12:06 PM

Dear Applicant,

We are pleased to inform you that your application was selected in the lottery on June 5, 2025. There are more steps before you can receive a cannabis business license:

1) Complete a criminal background check per the Office of Cannabis Management (OCM) requirements, which can be found on the OCM's Background Check webpage. A background check must be completed for any person identified in the completed cap table or any other person that would meet the requirements under Minnesota Statutes, section 342.15. Completed background check(s) must then be submitted directly to OCM from the third-party background check service to the Licensing Division email at [ocm.licensing@state.mn.us](mailto:ocm.licensing@state.mn.us)

2) Complete and upload into Accela an official signed letter from a bona fide labor organization attesting that you have entered into a labor peace agreement; or a copy of the actual labor peace agreement signed by the bona fide labor organization. If you are applying for a Micro license, you do not need to provide this documentation.

A licensing guidebook detailing the next steps you must take is available on the OCM licensing webpage; please review the information carefully. The guidebook contains important information about how to successfully complete the necessary next steps to move from your status as a qualified applicant to receiving a cannabis business license. You should also review Minnesota Statutes Chapter 342 for more information about all statutory requirements.

As a reminder, if you sign any new agreements that result in change of ownership or true party of interest (e.g., lease agreements, partnership agreements) you must resubmit a new capitalization table and other relevant documents when you register your site location.

Please be aware this notice does not convey preliminary license approval. While your application is moving forward, you are not yet authorized to conduct any of the activities of a licensed business.

OCM does not provide legal or business advice. To the extent that you feel you may need such services, you are encouraged to seek those out independently. Starting any business, including a cannabis business, carries risk, and you should never invest more than you are willing to lose.

Visit [mn.gov/ocm](http://mn.gov/ocm) for more information and resources. If you have questions related to your application, please contact the Licensing Division at [ocm.licensing@state.mn.us](mailto:ocm.licensing@state.mn.us). When contacting the licensing email, please include your application number at the beginning of the email subject line followed by the topic (e.g. Application Number – Background Check).

Congratulations on reaching this milestone in your ongoing efforts to secure a cannabis business license.

Thank you,

Minnesota Office of Cannabis Management  
[ocm.licensing@state.mn.us](mailto:ocm.licensing@state.mn.us)



Outlook

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**Commissioner Warrants 2025/09/23**


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**From** Lynn Colsch <LColsch@HoCoMN.gov>

**Date** Thu 9/18/2025 11:55 AM

**To** HoCo BOC <BOC@HoCoMN.gov>

**Cc** Carol Lapham <CLapham@HoCoMN.gov>; Eliana Babinski <EBabinski@HoCoMN.gov>; Susan Tostenson <STostenson@HoCoMN.gov>

**REQUEST APPROVAL FOR  
PAYMENT**

**2025/09/23 COMMISSIONER'S  
WARRANTS:**

NAME	AMOUNT
ABILITY BUILDING COMMUNITY	2,682.65
COMMISSIONER OF TRANSPORTATION	7,559.56
COMPUTER FORENSIC SERVICES LLC	48,301.41
LIBERTY TIRE RECYCLING LLC	3,438.25
MIENERGY COOPERATIVE	6,218.26
MILESTONE MATERIALS	4,255.88
ROGICH BROTHERS CONCRETE LLC	4,892.50
	<hr/>
	77,348.51
20 VENDORS PAID LESS THAN \$2000.00	7,805.88
	<hr/>
	85,154.39
PUBLIC HEALTH & HUMAN SERVICES	46,723.33
	<hr/>
	<u>131,877.72</u>

Lynn Colsch  
Finance Clerk  
Houston County  
304 South Marshall Street  
Caledonia MN 55921  
507-725-5825  
LColsch@HoCoMN.gov



Outlook

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**Auditor Warrants 2023/09/12**


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From Lynn Colsch <LColsch@HoCoMN.gov>

Date Thu 9/18/2025 11:55 AM

To HoCo BOC <BOC@HoCoMN.gov>

**REVIEW LICENSE CENTER  
PAYMENTS**

**2025/09/12 AUDITOR  
WARRANTS:**

<b>VENDOR NAME</b>	<b>AMOUNT</b>
AC4 FARMS, LLC	6,675.00
EMMONS & OLIVIER RESOURCES INC	2,725.25
IOWA DNR STATE FOREST NURSERY	4,355.00
MAHR EXCAVATING	8,510.00
MNCCC	26,187.74
NUSS TRUCK & EQUIPMENT	6,777.05
SCHULTE/MARK D	3,761.82
SHEEHAN/JAMES	17,304.80
	<u>76,296.66</u>
20 VENDORS PAID LESS THAN \$2000.00	5,525.15
	<u><u>81,821.81</u></u>

Lynn Colsch  
Finance Clerk  
Houston County  
304 South Marshall Street  
Caledonia MN 55921  
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LColsch@HoCoMN.gov



Outlook

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**Auditor Warrants 2025/09/17**


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From Lynn Colsch <LColsch@HoCoMN.gov>

Date Thu 9/18/2025 11:56 AM

To HoCo BOC <BOC@HoCoMN.gov>

**REVIEW LICENSE CENTER  
PAYMENTS**

**2025/09/17 AUDITOR  
WARRANTS:**

<b>VENDOR NAME</b>	<b>AMOUNT</b>
BOND TRUST SERVICES CORPORATION	17,863.75
	<hr/> 17,863.75
1 VENDOR PAID LESS THAN \$2000.00	406.48
	<hr/> 18,270.23
	<hr/> <hr/>

Lynn Colsch  
Finance Clerk  
Houston County  
304 South Marshall Street  
Caledonia MN 55921  
507-725-5825  
LColsch@HoCoMN.gov

**HOUSTON COUNTY  
AGENDA REQUEST  
September 23, 2025**

**Date Submitted: September 18, 2025**  
**By: Carol Lapham Administrator-Interim**

**ACTION ITEMS:**

Budget/Levy Discussion followed by adoption of:

Resolution No 25-33 Adopting 2026 Proposed Levy

Resolution No 25-34 Adopting 2026 Proposed Operating Budget

<b>CC:</b>	<input type="checkbox"/>	<b>Auditor/Treasurer</b>	<input type="checkbox"/>	<b>Sheriff</b>
	<input type="checkbox"/>	<b>Admin/Finance Director</b>	<input type="checkbox"/>	<b>Human Resources</b>
	<input type="checkbox"/>	<b>IS Director</b>	<input type="checkbox"/>	<b>PHHS</b>
	<input type="checkbox"/>	<b>County Attorney</b>	<input type="checkbox"/>	<b>(Indicate</b>
	<input type="checkbox"/>	<b>County Assessor</b>	<input type="checkbox"/>	<b>other dept)</b>

**RESOLUTION NO. 25-33**

BE IT RESOLVED, that the proposed levy after the deduction of County Program Aid (CPA), in the amount of \$ \_\_\_\_\_ be made on all taxable property in the County of Houston for taxes payable in 2026 in the following amounts by County Fund:

County Revenue	\$ _____
Road & Bridge	2,827,517
Public Health & Human Services	3,092,653
Bond Fund – 2017A Jail Bonds	1,388,205
	-----
Total	\$ _____
Less CPA	(1,389,892)
	-----
Total Levy	\$ _____
	=====

\*\*\*\*\*CERTIFICATION\*\*\*\*\*

STATE OF MINNESOTA

COUNTY OF HOUSTON

I, Carol A Lapham, do hereby certify that the above is a true and correct copy of a resolution adopted by the Houston County Board of Commissioners at a special session dated September 23, 2025.

WITNESS my hand this 23rd day of September, 2025.

\_\_\_\_\_  
Carol A Lapham, County Administrator-Interim

**RESOLUTION NO. 25-34**  
**RESOLUTION ADOPTING 2026 PROPOSED OPERATING BUDGET**

	Revenue	Expenditures	Revenues Over (Under) Expenditures
	-----	-----	-----
County Revenue			
Road & Bridge	11,246,726	11,246,726	0
Public Health & Human Services	9,004,567	9,004,567	0
Debt Service	1,607,083	1,607,083	0
	-----	-----	-----
Grand Total	37,629,179	37,672,179	0
	=====	=====	=====

\*\*\*\*\*CERTIFICATION\*\*\*\*\*

STATE OF MINNESOTA

COUNTY OF HOUSTON

I, Carol A. Lapham, do hereby certify that the above is a true and correct copy of a resolution adopted by the Houston County Board of Commissioners at a special session dated September 23, 2025.

WITNESS my hand this 23rd day of September, 2025.

\_\_\_\_\_  
Carol A. Lapham, County Administrator-Interim